

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, OCTOBER 4, 2010
6:00P.M.**

1. OPENING

1.1.1 Call to Order

Council President Gatling called the meeting to order at 6:01p.m.

1.1.2 Roll Call

Present: Councilmember Latasha Gatling, Mayor Eugene Grant (Absent), Councilmember Darrell Hardy, Councilmember Kelly Porter, Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson, Councilmember Reveral Yeargin

Staff: Robert Ashton, Acting City Administrator, Dashaun Lanham, City Clerk, Louis Oliver, Jr., Foreman, Public Works

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilwoman Stephenson

1.1.4. Approval of Agenda

It was motioned by Councilmember Raynor and seconded by Councilmember Hardy to approve the agenda. The motion carried.

2. PRESENTATIONS:

- James Flynn, Standard Solutions, Inc.
- Mr. Flynn stated that the City Hall Roof isn't equipped to handle the solar panels, and the trees will block the solar.
- He recommends that the panels be placed on the Public Works garage. It may require 85 panels. We may need to install a parking lot structure, which will not cost any additional monies
- We may be able to get you sixteen (16) kilowatts, which will produce an overall savings on the electrical bill.
- The idea and final decision is made up by you the Council. The expectation of the decision will be by next week. It will be very close to final. He will send the pictures to Mr. Ashton to send to you. If you have any suggestion, please let him know.

- The purpose of the recommendation is to ensure it isn't obstructed due to the sun and the trees blocking the ability of the sun.
- Councilman Porter wanted to know if the structure could be placed over by the open area in the public works department or over by the gas tank.
- Mr. Flynn stated that he would take a look and let Mr. Ashton know if the recommendations will be amenable.
- Mr. Flynn reviewed the recommendation of Councilman Porter and he stated that on the code of the panels it will not be able to be installed by the diesel gas system.
- He stated that he recommends the area outside of the fencing area.

3. REPORTS

- Mayor Grant's Report: Mayor Grant was absent and no report was submitted
- Robert Ashton, Acting City Administrator Report: Mr. Ashton stated that we will need to have an appraisal performed on the Feggans Center for the Bond Bill. We submitted the value of the Feggans Center as the means to match the bond bill.
- He has requested that the council allow him to move forward on requesting the appraisal.
- Council President stated that the Council silence was unanimously approval of the appraisal.
- Mr. Ashton stated that we have \$32,000 remaining in the Community Legacy Grant, and we will not need to change the scope of services, which was to renovate houses in Seat Pleasant.
- We will submit to the Council the thoughts of the department to move forward by Wednesday, October 6, 2010 for review and consideration.
- Councilwoman Simms asked if the submittal will be the same information. Mr. Ashton stated that it would be different, because we will be utilizing Housing Initiative Partnership "HIP". The program will be to implement green initiative.
- Councilwoman Simms stated that they wanted to ensure the monies will go to properties of homeowners that reside in the City and are in need of repairs
- Mr. Ashton stated the Highway User Revenue from SHA stated that we will receive \$7,280.71 in the next budget year
- Mr. Ashton stated that he attended the meeting with Chief and Public Safety Committee to locate the source of funds in the amount of \$3,000. Mr. Ashton recommended the monies to be deducted from the Seizure Fund.
- Councilwoman Gatling wanted to know where the equipment will be stored. Councilman Raynor stated that equipment will be stored in the Resource

Center, and they will be installing another safe, alarm system and additional locks on the doors.

- Councilman Porter stated that the purpose of the safe will be to prevent anyone that may come in through the ceiling and to ensure the equipment is protected.
- Councilwoman Gatling asked if the Chief had any other recommendation such as writing citation or performing police work.
- Councilwoman Gatling stated that the Council is in support of the necessities for the Police Department, but we would like their support too.
- Councilwoman Simms asked if the items can be relocated now oppose to waiting for the installation of the safe.
- Mr. Ashton stated that he is concerned about the case of Metro Business, but he would like to move the equipment from the Feggans Center.
- Councilwoman Gatling wanted to know where the equipment will be moved to. Mr. Ashton stated that he wanted to move one up to the police department and the other to public works
- Councilman Porter requested that Mr. Ashton speak with Sussman regarding storing equipment in a more secure location or another facility.
- Councilwoman Gatling asked if they both are able to be stored in the Police Department in the safe.
- Mr. Ashton stated that he provided the council with the 10 year plan of the recycle equipment. The hearing will be held on October 26, 2010.
- Mr. Ashton stated that he has closed for the first three quarters of the year and the financial report will be presented to you soon.
- The goals and objectives will be presented to the council from the Acting City Administrator with the expectation of areas of improvements.
- Council Committee Reports:
- Councilwoman Simms submitted her recommendation as the Committee Chair of the Economic Development, Housing and Planning Committee. She feels that the City needs to consider hiring an Economic Specialist or Manager. Please review the job description for discussion in a future meeting.
- Councilman Porter reported that the Finance and Budget Committee submitted a recommendation regarding the Internal Audit.
- Councilwoman Simms asked if the recommended firm can come before the council. Councilwoman Gatling requested that Mr. Ashton get with the City Clerk to arrange a meeting date.

- Councilwoman Stephenson stated that the committee met last week to discuss the walk program. She would like to bring the person forward to meet with the council

4. NEW BUSINESS

- **4.1. Assignment of Council Committee-**Councilwoman Gatling stated that she has received a telephone call from a Council person this morning regarding the committee assignment. She feels that the assigned committees are suitable, as they relate to their attributes.

4.2. Jonathan Taylor Meeting Request-

- Councilwoman Gatling stated that Mr. Taylor has requested to meet with her individually, but she doesn't want to meet with him one on one. She feels that he should meet with the Council as a whole. Several councilmember's has stated that he has contacted them as well.
- Councilwoman Simms stated that we can invite Mr. Taylor to the November Regular Work Session to address the full council.

4.3. Town of Capitol Heights Refuse Merger Request

- Councilwoman Gatling stated the Town of Capitol Heights would like to join the refuse services with the City. They had advertised for an RFP and received several proposals. She doesn't know any details regarding services, payment, etc. they would like to meet with the City to discuss the joint effort.
- Councilwoman Gatling stated that she thinks that the RFP would need to be re-done to include both municipalities.
- Mr. Ashton stated that he doesn't think our Charter will allow us to combine our efforts.

4.4. Thanksgiving Basket Contribution

- Councilwoman Simms referenced the memorandum presented by Darlinda Sanders regarding the thanksgiving basket and the storing of the turkeys.
- The memorandum stated that the purchase of 60 gift cards will be more costly at \$25.00 per person
- Councilwoman Simms stated that the cards can be stipulated regarding the items of purchase
- Councilman Porter stated that gift cards will not allow limitations of purchase, but Ms. Sanders can inquire of gift certificates
- Councilman Porter stated that we can look into purchasing dinners for the families to pick up.

- The City Council stated that Ms. Sanders can research the information and place it in their mailboxes by November.

4.5 Commercial Truck Route Proposal Resolution

- Councilwoman Simms stated that they have researched the information for sometime regarding the commercial trucks entering several areas
- She stated the trucks are going down narrow streets destroying vehicles
- Councilman Hardy informed Councilwoman Simms that the Code states they are not allowed to run the trucks through the City before a certain hour
- She has requested the council to review, as she would like to move forward with the Resolution

4.6. Restoration of Highway User Fund & Police Aid

- The City Council has agreed to introduce the Resolution at the Public Session scheduled for Monday, October 11, 2010.

4.7. Optotraffic Speed Camera Agreement

- Councilwoman Gatling stated that the Council was in agreement to implement the speed cameras
- She has stated that Sussman has been in contact with Optotraffic regarding the agreement
- She stated that the bill was passed to allow speed camera only in school zones.
- We are not allowed to designate any county roads without getting permission from the county.
- We can designate the streets in Seat Pleasant surrounding the school
- Councilman Yeargin asked if the required monies can be designated for another area. Councilwoman Gatling stated it is only for one area. He wanted to know who decided on Central Avenue.
- Councilwoman Gatling stated the police department recommended Central Avenue
- Councilman Yeargin and Councilman Raynor stated we need to investigate the area on MLK near the McDonald's.
- Councilwoman Simms stated that she wanted to know about the competitive bidding process.
- Mr. Ashton stated that the City submitted an RFP for the competitive bidding of the speed camera and we did not receive any responses to the RFP.
- The City Clerk confirmed the conversation that the City Attorney stated the City has met it due diligence regarding the competitive bidding requirements.

- Councilwoman Simms stated that she would like the statement from Sussman in writing regarding the City's ability to move forward without receiving responses on the RFP.
- Councilwoman Gatling stated the ticket cost has been set at \$40.00, and the flagging fee will be \$25.00 and any return check fee will be \$35.00
- Councilman Raynor wanted to know if the monies for the tickets can be doubled. Councilwoman Gatling stated the request wasn't allowed.

4.8 Speed Camera Public Hearing Date

- Councilwoman Gatling stated that after we introduce the legislation we will need to have a public hearing on the speed camera
- The council agreed that the public hearing will be held on Monday, November 1, 2010 at 7:00p.m.
- The Regular Work Session will be moved up to 5:30p.m.

4.9. Public Works Equipment Purchase

- Mr. Ashton stated the package to purchase the equipment isn't included in the budget. The budget was approved for lease purchase, and he submitted the plan to SunTrust
- Councilman Yeargin requested that Mr. Ashton provide the Council a report of the all lease purchase equipment and the monies spent
- Mr. Ashton stated that the lease purchase is allocated in the budget
- Councilwoman Gatling stated that she is strongly against lease purchase, but due to the economy we are not in the position to purchase the equipment.
- Councilman Yeargin requested that we research the option of contracting the street cleaning services out to a vendor.
- Councilman Porter stated that we looked at various options regarding the purchase and lease of the vehicles
- Mr. Ashton stated that he will present the information to the Budget & Finance Committee by the next November Work Session
- Councilwoman Simms stated the memorandum from Mr. Thompson requested the purchase and Mr. Ashton stated lease purchase.
- Councilwoman Stephenson stated that we need to send and prepare a schedule for the street cleaning and require the residents to move their vehicles off the street for proper cleaning.
- Councilwoman Stephenson stated that certain areas are being picked to address the concerns
- Councilman Yeargin stated that we may be able to pull the snow emergency route as it may provide some language regarding the removal of the cars

5. LEGISLATION:

5.1. Ordinance O-11-02 Authorize School Zone Speed Camera Monitoring System

- Ordinance O-11-02 was introduced on Monday, October 4, 2010 by the City Council and the first reading was declared.

5.2. Ordinance O-11-03 Authorize School Zone Speed Camera Monitoring System Fees

- Ordinance O-11-03 was introduced on Monday, October 4, 2010 by the City Council and the first reading was declared.

5.3. Resolution R-11-04 Approval of Service Agreement for School Zone Speed Camera Monitoring System with Optotraffic

- **Resolution R-11-04 Approval of Service Agreement for School Zone Speed Camera Monitoring System with Optotraffic**, was introduced by the City Council was tabled until further notice. It was motion by Councilman Porter and seconded by Councilwoman Simms. The motion carried.
- FOR: Gatling, Hardy, Porter, Raynor, Simms, Stephenson, and Yeargin
- AGAINST: None
- ABSTAIN: None

6. UNFINISHED BUSINESS

6.1. Bates Refuse and Recycle Proposal

- Councilwoman Gatling stated that Mr. Ashton, Mr. Taylor and Bruce Bates met to discuss a contract and contribution to Seat Pleasant Elementary School.
- They provided a proposal for services, which includes a contribution to the school of \$500.00 yearly, and participation with earth day
- Councilwoman Gatling stated that no agreement has been made without the council consideration
- Bates will be looking into the number houses that are currently being serviced by the City. They will be provide the City with the number of tonnage to review the contract in two years or yearly based on the tonnage
- Mr. Ashton stated that Councilwoman Gatling requested the amount of the invoice that provides tonnage information
- Mr. Ashton stated that we are in a precarious position because we don't have a contract with Bates anything can happen in any day.
- Mr. Bates stated that he is familiar with Sussman and he can present us with the contract that Sussman has approved for another municipality.

- Councilman Porter stated that the key is a contract. Will a five (5) year contract work out, he said may be depending on the tonnage
- Councilman Porter stated that what will be more prudent if we pay for trash and recycle. Do we see a recycle truck? Councilwoman Gatling stated they do have separate trucks
- Councilwoman Gatling stated that the \$18.00 per household includes yard waste, recycle, bulk trash and trash.
- Councilman Yeargin stated that we need to receive a count of the number of the households this week that are being serviced.
- Councilwoman Gatling explained to Councilwoman Simms the difference in the plans
- Mr. Ashton stated that we are being charged for 1,400 homes. Councilman Porter stated that if we have a 100 homes vacant and we are still being charged for the services
- Councilman Porter stated that he would like to see a contract for Plan D. He would make the recommendation to move forward with Plan D.
- Councilman Yeargin stated that he would like to compare the contract with another municipality.
- Councilwoman Gatling asked the council how they would feel about a contract for Plan D and the monies going back to Seat Pleasant Elementary School with the amount of monies in the proposal. The Council was in agreement.
- Councilwoman Stephenson stated that the proposal for the school is find, but she feels it should be more to the school.
- Councilwoman Gatling stated that they will send out mailers to the community explaining how to recycle
- Councilwoman Gatling asked the council do they want Sussman to review the contract before it is presented to the Council.
- Councilman Porter stated that for years the City was being over charged by a company for refuse collection and they are in the process of reimbursing the city for the difference. We may be coming to the end of the term
- Mr. Ashton stated that the monies are being refunded to the General Fund, and we may be able to reduce the monies.

6.2. City Audit Recommendation

- The item was discussed during the committee reports

6.3. City Charter & Code Review Discussion of Dates

- Councilwoman Gatling stated that she recommended that we tabled the discussion for the new council president at last month Work Session.


- Councilwoman Simms stated that we need to have Mrs. Lanham to consolidate all the passed legislation to ensure the Council is updated.
- Councilwoman Simms wanted to know if we were going to update the code or charter first.
- Councilman Porter asked will we have someone come in to assist us with reviewing the charter and code.
- Councilwoman Gatling asked if the council can sit down and review the charter together page by page first.
- The City Council has agreed to meet Friday, November 12, 2010 at 9:00a.m. at City Hall
- Councilwoman Simms requested that the Code Enforcement Officer participate with the Code review.

7. ANNOUNCEMENT

- 7.1. Public Session, Monday, October 11, 2010 at 7:00p.m., Council Chambers
- 7.2. Maryland Municipal League Fall Conference, Thursday, October 21,- Saturday, October 23, 2010, Annapolis, Maryland
- 7.3. Ward I Crime & Prevention Awareness Mini Fair, Saturday, October 23, 2010, Foote Street from 12:00p.m.-3:00p.m.

ADJOURN-It was motioned by Councilwoman Stephenson and seconded by Councilman Raynor to adjourn the meeting. The motion carried. The meeting adjourned at 8:56p.m.

Submitted by,


Dashaun N. Lanham
City Clerk